

LEYTE STATE UNIVERSITY

Visca, Baybay, Leyte 6521-A Philippines

Tel: +63 53 335 2600; Fax: +63 53 335 2601

e-mail: opvisca@mozcom.com; website: www.lsu-visca.edu.ph

Office of the President

18 May 2007

MEMORANDUM NO. 83

Series of 2007

T 0:

Dr. Efrim L. Calixtro

R E:

Designation as Head, Department of Business Management,

LSU-Isabel Campus

By virtue of the authority vested in me by the LSU Board of Regents and upon recommendation of the LSU-Isabel Campus OIC-Dean, Dr. Edwin A. Balbarino, you are hereby designated Head of the Department of Business Management effective June 1, 2007 until May 30, 2008 or unless sooner terminated or revoked by higher authorities.

As Department Head, you are entitled to the privileges granted and the responsibilities attached to the position subject to pertinent policies.

Please be guided accordingly.

PACIENCIA P. MILAN

President

CC:

Department Heads College Secretary

Head, ASO

Head, AFSO

Head, RDEO

Head, OSA

OVPAA

ODCI:

OUS

HRMDO

Records, LSU Main

Records, LSU Isabel

File